

BOARD OF SUPERVISORS

Brown County



305 E. WALNUT STREET

E-Mail: BrownCountyCountyBoard@co.brown.wi.us

P. O. BOX 23600

GREEN BAY, WISCONSIN 54305-3600

PHONE (920) 448-4015 FAX (920) 448-6221

"PUBLIC NOTICE OF MEETING"

Pursuant to Section 19.84 Wis. Stats., notice is hereby given to the public that the following meetings will be held

**THE WEEK OF
October 5 – 9, 2015**

MONDAY, OCTOBER 5, 2015

(No Meetings)

TUESDAY, OCTOBER 6, 2015

- | | | |
|-----------|--|--|
| *12:00 pm | Nicolet Federated Library System – Personnel Committee | Lower Level, Kress Family Branch
333 N. Broadway, De Pere |
| *12:00 pm | Nicolet Federated Library System | Lower Level, Kress Family Branch
333 N. Broadway, De Pere |
| *1:30 pm | Northeastern Wisconsin CDBG – Housing Region Committee | Meeting Room, Neville Museum
210 Museum Place |

WEDNESDAY, OCTOBER 7, 2015

- | | | |
|----------|---|---|
| *4:30 pm | Public Safety Committee – <i>Budget & Regular</i> | Brown County Sheriff's Office
2684 Development Drive |
| *6:30 pm | Planning Commission Board of Directors | GB Metro Transportation Center
901 University Avenue |

THURSDAY, OCTOBER 8, 2015

- | | | |
|----------|--|--|
| *4:00 pm | Education & Recreation Committee – <i>Budget & Regular</i> | Room 200, Northern Building
305 E. Walnut Street |
| *5:15 pm | Human Services Board | Board Rm A, Sophie Beaumont Bldg.
111 N. Jefferson Street |

FRIDAY, OCTOBER 9, 2015

(No Meetings)

Any person wishing to attend who, because of a disability, requires special accommodation, should contact the Brown County Human Resources Office at 448-4065 by 4:30 p.m. on the day before the meeting so that arrangements can be made.

PUBLIC NOTICE OF MEETING

Pursuant to Section 19.84 of the Wisconsin Statutes, Notice is hereby given to the public that a meeting of the Board of Trustees, **Personnel Committee** of the Nicolet Federated Library System will be held **Tuesday, October 6, 2015 at 12 Noon**, at the Kress Family Branch, Lower Level Meeting Room, 333 N. Broadway, De Pere, WI 54115.

Personnel Committee Members:

Miriam Erickson, Ken Harter, Cheryl Maxwell, Sandy Ryczkowski, Julia Wallace, Chris Wagner

Other members: Agenda, for your information.

AGENDA

1. June 9, 2015 minutes.
2. Review the Director's 2015 Goals.
3. Discuss Tentative 2016 Budget Personnel Costs.
4. Other Business.
5. Adjourn.

Miriam Erickson, Chair
Personnel Committee

Notice is hereby given that action by the Committee may be taken on any of the items that are listed on the agenda.
Please call 448-4410 if you cannot attend this meeting.

PUBLIC NOTICE OF MEETING

Pursuant to Section 19.84 of the Wisconsin Statutes, Notice is hereby given to the public that a meeting of the NFLS Board of Directors will be held **Tuesday, October 6, 2015 at 12 Noon**, at the Kress Family Branch, Lower Level Meeting Room, 333 N. Broadway, De Pere, WI 54115.

AGENDA

1. Welcome & lunch.
2. Agenda Revisions.
3. Open Forum.
4. August 11, 2015 minutes.
5. Reports:
 - 5.1 President – Ken Harter
 - 5.2 Treasurer's Report– Sandy Ryczkowski
 - 5.3 Personnel Committee Report – Miriam Erickson
 - 5.4 Director's Report – Mark Merrifield
6. Review and approve the revised 2015 NFLS budget.
7. Review and discuss proposed fund balance minimum requirement.
8. Discuss extension of Schenck contract for annual audit.
9. Review Draft 2016 NFLS budget.
10. NFLS 2016 Annual Plan of Service.
11. Review and approve the Revised NFLS Strategic Plan.
12. New Business.
13. Adjourn.

Notice is hereby given that action by the board may be taken on any of the items that are described or listed in this agenda.

Please call Mark at 920 448-4414 if you cannot attend this meeting.

Any person wishing to attend who requires special accommodation because of disability should contact NFLS at 920 448-4414 at least two days prior to the meeting so that arrangements can be made.

*******PLEASE NOTE NEW MEETING LOCATION*******

Northeastern Wisconsin CDBG – Housing Region Committee Meeting

1:30 P.M. – 3:00 P.M.

Tuesday, October 6, 2015

Neville Public Museum Meeting Room

210 Museum Place

Green Bay, WI 54303

AGENDA

1. Call to order.
2. Roll call.
3. Discussion/action regarding Northeastern Wisconsin CDBG-Housing Region Committee meeting minutes of November 17, 2014.
4. Discussion/action regarding amending the Northeastern WI Region CDBG- Housing Policies and Procedures Manual Section III(A)(9) to increase the emergency loan limit to \$15,000 and providing a procedure for exceptions to the loan limit, consistent with WDOA policy.
5. Discussion/action regarding amending the Northeastern WI Region CDBG- Housing Policies and Procedures Manual Section II(E)(2) to authorize the Administrative Team to approve exceptions to the emergency loan limit of \$15,000.
6. Discussion/action regarding an exception to the \$15,000 emergency loan limit for the following loans:
 - a. #199 – Emergency private on-site wastewater treatment system replacement and roof replacement.
 - b. #205 – Emergency private on-site wastewater treatment system replacement, water heater replacement, and roof replacement.
 - c. #218 – Emergency private on-site wastewater treatment system replacement.
7. Update regarding Northeastern Wisconsin CDBG-Housing Region program activities.
8. Adjourn.



Any person wishing to attend who requires special language or access accommodations should contact the Brown County Planning Commission at (920) 448-6480 before 4:30 p.m. on or prior to Monday, October 5, 2015 so that arrangements can be made.

BOARD OF SUPERVISORS

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PUBLIC SAFETY COMMITTEE

Patrick Buckley, Chair
Pat La Violette, Vice Chair
Bill Clancy, Andy Nicholson, Guy Zima

PUBLIC SAFETY COMMITTEE

Wednesday, October 7, 2015

4:30 P.M.

Brown County Sheriff's Office
2684 Development Drive, Green Bay

**** NOTE TIME & LOCATION ****

**** PLEASE BRING BUDGET BOOK ****

**(COMBINED OCTOBER REGULAR AND
NOVEMBER BUDGET MEETING)**

NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE
ACTION ON ANY ITEM LISTED ON THE AGENDA

- I. Call meeting to order.
- II. Approve/Modify Agenda.
- III. Approve/Modify Minutes of September 2, 2015.

Comments from the Public.

**** Please Note:** Although the committee is meeting before October County Board, Budget Items will be on the November 4th Board of Supervisors meeting.

**** BUDGET REVIEW ****

REVIEW OF 2016 DEPARTMENT BUDGETS

1. **Medical Examiner:** Review of 2016 department budget.
2. **District Attorney:** Review of 2016 department budget.
3. **Court System:** Review of 2016 department budget.
4. **Public Safety Communications:** Review of 2016 department budget.
 - a. Resolution Approving New or Deleted Positions during the 2016 Budget Process – Public Safety Communications.
5. **Sheriff:** Review of 2016 department budget.
 - a. Resolution Approving New or Deleted Positions during the 2016 Budget Process – Sheriff's Department.

NON-BUDGET ITEMS

6. **Review Minutes of:**
 - a. Criminal Justice Coordinating Board (July 16, 2015).
 - b. Fire Investigation Task Force Board of Directors (June 18, 2015).

- c. Local Emergency Planning Committee – LEPC (September 8, 2015).
- d. Traffic Safety Commission (July 16, 2015).

Communications

- 7. Communication from Supervisor Nicholson re: Requesting the State of WI/Brown County to refund the whole amount of the Stadium Tax in a form of a rebate to the residents of Brown County.
Referred from September County Board.
- 8. Communication from County Board Vice Chairman Lund re: Look to expand the role of the Drug Task Force to investigate human trafficking. *Referred from September County Board.*
- 9. Communication from Supervisor Zima re: That the Human Services Director and Brown County Sheriff work together to develop a plan to provide a treatment plan for prisoners who presently make up a third of our jail population; *standing item.*
- 10. Communication from Chair Buckley re: Traffic hazard on Hazelwood Lane between Packerland Drive and Wood Lane.

Clerk of Courts

- 11. Budget Status Financial Report for August, 2015.
- 12. Resolution Regarding Change in Table of Organization for the Clerk of Courts Clerk/Typist II.
- 13. Support for Senate Bill 114, resolution to be provided prior to meeting. *August motion: To have Clerk of Courts John Vander Leest bring back a resolution in support of Senate Bill 114 at the September meeting.*

Sheriff

- 14. Budget Status Financial Report for August, 2015.
- 15. Resolution for the Creation of a Crime Prevention Funding Board.

Public Safety Communications

- 16. Budget Status Financial Report for August 31, 2015 - Unaudited.
- 17. Radio Service Interruption; *held for one month.*

Emergency Management

- 18. Budget Status Financial Report for August 31, 2015 - Unaudited.

Medical Examiner

- 19. Budget Status Financial Report for August, 2015.
- 20. 2015 Medical Examiner Activity Spreadsheet.

Circuit Court, Commissioners, Probate

- 21. Budget Status Financial Report for August, 2015.

Other

- 22. Open Session: Discussion and possible action regarding Medical Examiner Services.
- 23. Closed Session: Notice is hereby given that the governmental body will adjourn into a closed session during the meeting for discussion and possible action as to contract strategies for the negotiation and bargaining of Medical Examiner Services pursuant to Wisconsin Statutes Section §19.85 (1)(e) deliberating or negotiating the purchase of public properties, the investing of public funds or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.
- 24. Reconvene in Open Session: Discussion and possible action regarding Medical Examiner Services, with possible contract negotiations and bargaining determinations.
- 25. Audit of bills.

26. Such other matters as authorized by law.
27. Adjourn.

Patrick Buckley, Chair

Notice is hereby given that action by the Committee may be taken on any of the items which are described or listed in this agenda.

Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

AGENDA
BROWN COUNTY PLANNING COMMISSION
BOARD OF DIRECTORS
Wednesday, October 7, 2015
Green Bay Metro Transportation Center
901 University Avenue, Commission Room
Green Bay, WI 54302
6:30 p.m.

ROLL CALL:

Paul Blindauer	_____	Matthew Harris	_____	Debbie Schumacher	_____
James Botz	_____	Frederick Heitl	_____	Ray Tauscher	_____
Brian Brock	_____	Phil Hilgenberg	_____	Lanny Tibaldo	_____
William Clancy	_____	Kathleen Janssen	_____	Jason Ward	_____
Norbert Dantine, Jr.	_____	Dotty Juengst	Exc. _____	Dave Wiese	_____
Bernie Erickson	_____	Patty Kiewiz	_____	Reed Woodward	_____
Steve Gander	_____	Michael Malcheski	_____	City of Green Bay (Vacant)	_____
Adam Gauthier	_____	Eric Rakers (Alternate)	_____	City of Green Bay (Vacant)	_____
Steve Grenier	_____	Dan Robinson	_____		
Mark Handeland	_____	Terry Schaeuble	_____		

1. Approval of the minutes of the September 2, 2015 regular meeting of the Brown County Planning Commission Board of Directors.
2. Receive and place on file the draft minutes of the September 8, 2015, meeting of the 2045 Long-Range Transportation Plan Advisory Committee.
3. Receive and place on file the draft minutes of the September 14, 2015, meeting of the BCPC Transportation Subcommittee.
4. Receive and place on file the draft minutes of the September 15, 2015, meeting of the Brown County Transportation Coordinating Committee.
5. Discussion and action on the *2015-2019 Transportation Improvement Program (TIP) for the Green Bay Urbanized Area. (Please bring your copy of the Draft TIP)*
6. Discussion and action on the *Green Bay Metropolitan Planning Organization (MPO) 2045 Long-Range Transportation Plan. (Please bring your copy of the Draft Green Bay Metropolitan Planning Organization (MPO) 2045 Long-Range Transportation Plan)*
7. Discussion and action regarding CY 2016 Section 5310 Program funding awards.
8. Review of the 2016 Brown County Planning Commission budget.
9. Directors Report.
 - 9a. WDNR Approval of the 2040 Brown County Sewage Plan.
10. Brown County Planning Commission staff updates on work activities during the month of September, 2015.
11. Other matters.
12. Adjourn.

NOTICE IS HEREBY GIVEN THAT ACTION BY THE COMMISSION MAY BE TAKEN ON ANY OF THE ITEMS WHICH ARE DESCRIBED OR LISTED ON THIS AGENDA.

PLEASE TAKE FURTHER NOTICE, MEMBERS OF THE PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE OF THE BROWN COUNTY BOARD OF SUPERVISORS MAY BE PRESENT IN SUFFICIENT NUMBERS AT THE ABOVE MEETING TO CONSTITUTE A MEETING OF THEIR COMMITTEE. THE COMMITTEE WILL GATHER INFORMATION AND WILL NOT TAKE FORMAL ACTION AT THIS MEETING.

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EDUCATION & RECREATION COMMITTEE

John Van Dyck, Chair
Corrie Campbell, Vice Chair
Tom Katers, Staush Gruszynski, Harold Kaye

EDUCATION & RECREATION COMMITTEE

Thursday, October 8, 2015

4:00 p.m.

Room 200, Northern Building
305 E. Walnut Street

NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE ACTION ON
ANY ITEMS LISTED ON THE AGENDA

****PLEASE NOTE TIME & LOCATION****

****PLEASE BRING BUDGET BOOK****
(Combined Budget & Regular Meeting)

- I. Call to Order.
- II. Approve/Modify Agenda.
- III. Approve/Modify Minutes of September 3, 2015.

Comments from the Public

**** Please Note:** Although the committee is meeting before October County Board, Budget Items will be on the November 4th Board of Supervisors meeting.

1. Review Minutes of:
 - a. Library Board (August 20, 2015).
 - b. Neville Public Museum Governing Board (August 10 & September 14, 2015).

Communications

2. Communication from Supervisor Gruszynski re: That the Brown County Board, in collaboration with staff, the Library Board and the community, build a comprehensive plan to update aging library facilities, especially central library, to improve the quality of service, efficiency, space and budget. *Held for one month.*

MUSEUM

Non-Budget

3. Budget Status Financial Report for August, 2015.
4. Open Positions Summary.
5. Museum Director's Report.

Museum Budget Review

6. Review of 2016 department budget.

GOLF COURSE

Non-Budget

7. Budget Status Financial Report for August, 2015.
8. Superintendent's Report.

Golf Course Budget Review

9. Review of 2016 department budget.

NEW ZOO AND PARK MANAGEMENT

Non-Budget – NEW Zoo

10. Budget Status Financial Report for August, 2015.
11. Zoo Director's Report.

Non-Budget – PARK MANAGEMENT

12. Budget Status Financial Report for August, 2015.
13. Field Staff Reports/Attendance Reports.
14. Asst. Director's Report.

NEW Zoo and Park Management Budget Review

15. Review of 2016 department budget.
 - a. Discussion re: 2016 Capital Improvement Projects at the Brown County Fairgrounds (infield improvements, permanent track development, connection trail and building improvements).
 - b. Discussion re: Suamico Boat Landing area and parking. *Referred back for 2016 budget consideration.*
 - c. Resolution Approving New or Deleted Positions during the 2016 Budget Process – Zoo and Park Management.

LIBRARY

Non-Budget

16. Budget Status Financial Report for August, 2015.
17. Discussion and possible action regarding transfer of funds from the 425 Fund to Library Board for the purpose of necessary maintenance.
18. Director's Report.

Library Budget Review

19. Review of 2016 department budget.

NON-BUDGET ITEMS

20. Resch Centre/Arena/Shopko Hall – Complex Attendance for August and September, 2015.

Other

21. Audit of bills.
22. Such other matters as authorized by law.
23. Adjourn.

John Van Dyck, Chair

Notice is hereby given that action by Committee may be taken on any of the items which are described or listed in this agenda.

Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

BROWN COUNTY HUMAN SERVICES

111 N. Jefferson Street
P.O. Box 22188
Green Bay, WI 54305-3600



Erik Pritzl, Executive Director

MEETING OF THE HUMAN SERVICES BOARD

Thursday, October 8, 2015

SOPHIE BEAUMONT BUILDING, BOARD ROOM A

111 NORTH JEFFERSON, GREEN BAY, WI 54311

5:15 P.M.

AGENDA

1. Call Meeting to Order.
2. Approve/Modify Agenda.
3. Approve Minutes of September 10, 2015 Human Services Board Meeting.
4. Executive Director's Report.
5. Presentation re: Long Term Care.
6. Administrator Report (CTC).
 - a. NPC Monthly Report.
 - b. QAPI Summary Report.
7. Financial Report for Community Treatment Center and Community Programs.
8. *Statistical Reports.
 - a. Monthly CTC Data – Bay Haven Crisis Diversion/Nicolet Psychiatric Hospital.
 - b. Monthly Inpatient Data – Bellin Psychiatric Center.
 - c. Child Protection – Child Abuse/Neglect Report.
 - d. Monthly Contract Update.
9. *Request for New Non-Continuous Vendor.
10. *Request for New Vendor Contract.
11. Other Matters.
12. Adjourn Business Meeting.

**Note: attached as written reports*



Notices:

Notice is hereby given that action by the Human Services Board may be taken on any of the items, which are described or listed in this agenda.

Please take notice that additional members of the Board of Supervisors may attend this meeting of the Human Services Board, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

Any person wishing to attend the Human Services Board meeting who, because of a disability, requires special accommodations, should contact the Human Services Department at (920) 448-6006 by 4:30 p.m. on the day before the meeting so that arrangements can be made.

OCTOBER 2015

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1	2	3
4	5	6	7 Public Safety 4:30pm @ Sheriff's Dept	8 Ed & Rec Reg&Budget 4:00pm Rm200	9	10
11 	12 Columbus Day Exec Cmte 5:30pm	13	14	15	16	17
18 	19 Land Con/PD&T Reg & Budget 5:00pm UW-Ext	20 Human Services Reg & Budget 5:30pm ASPIRO	21 Board of Supervisors 7:00 pm	22 Admin Cmte Reg & Budget 5:30pm Rm 200	23	24
25	26 Executive Cmte 5:30 pm Rm 200	27	28	29	30	31

**** PLEASE NOTE ****

These dates are best guess estimates and are not set. They give committees an idea of where they could have their meetings and/or how it would look if they did meet for the Months of November and December.

NOVEMBER 2015

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1 	2	3	4 Board of Sup Budget Mtg 9:00 am	5 *Tentative* Board of Sup 6:00pm	6	7
8 	9 Executive Cmte 5:30 pm	10	11 Public Safety 11:00 am	12 Ed & Rec 5:30 pm	13	14
15 	16	17	18 Board of Supervisors 7:00 pm	19 Admin Cmte 5:30 pm	20	21
22 	23 Land Con 6:00pm PD&T 6:15pm	24	25 Human Svc 5:30 pm	26 Thanksgiving  County Board Office Closed	27 County Board Office Closed	28
30	31					

BROWN COUNTY COMMITTEE MINUTES

- Aging & Disability Resource Center (August 27, 2015).
- Neville Public Museum Governing Board (September 14, 2015).
- Veterans' Recognition Subcommittee (September 15, 2015).

To obtain a copy of Committee minutes:

http://www.co.brown.wi.us/minutes_and_agendas/

OR

Contact the Brown County Board Office or the County Clerk's Department

**PROCEEDINGS OF THE AGING & DISABILITY RESOURCE CENTER BOARD OF
DIRECTOR'S MEETING**

AUGUST 27, 2015

PRESENT: Marvin Rucker, Beth Relich, Barbara Robinson, Joan Swigert, Pat Finder-Stone, Ramon Fierros, Lisa Van Donsel, Larry Epstein, Lori Rasmussen, Supervisor Corrie Campbell, Jessica Nell, Melanie Maczka

EXCUSED: Pat Hickey

ABSENT: NONE

ALSO PRESENT: Debra Bowers, Kinsey Black, Devon Christianson, Christel Giesen, Laurie Ropson, Barb Michaels, Cole Runge (BCPC)

The meeting was called to order by Chairperson Rucker at 8:37 a.m.

PLEDGE OF ALLEGIANCE

ADOPTION OF THE AGENDA:

Chairperson Rucker asked to add an informational agenda item on the ADRC Prevention Program Update. Mr. Epstein/Ms. Relich moved to adopt the amended agenda. **MOTION CARRIED.**

APPROVAL OF THE MINUTES OF MEETING OF JULY 9, 2015:

Ms. Finder-Stone/Ms. Van Donsel moved to approve the minutes of the regular meeting of July 9, 2015. **MOTION CARRIED.**

COMMENTS FROM THE PUBLIC: None.

FINANCE REPORT:

A. REVIEW AND APPROVAL OF JULY, 2015 FINANCE REPORT:

Ms. Bowers reviewed the July 2015 Financial Highlights noting that federal revenue and expenses are low since the grants are received at different times throughout the year. The ADRC expects this to even out as we move into the 4th quarter. Due to turnover of staff throughout 2015, we are coming in under budget with salary and fringe. A breakdown of in kind donations are also recorded in the financial report and converted into a dollar amount. The Older American's program grants have a matching requirement which we use in kind to meet this requirement.

Ms. Relich/Ms. Swigert moved to approve the July 2015 finance report. **MOTION CARRIED.**

B. REVIEW AND APPROVAL OF RESTRICTED DONATIONS:

Ms. Bowers referred to the Restricted Revenue & Expense handout to show that the ADRC did not receive any restricted donations in the month of July; though, there were expenses for a steam floor cleaner and a large floor vacuum.

Ms. Van Donsel/Ms. Robinson moved to approve the restricted donations for July 2015. **MOTION CARRIED.**

REVIEW AND APPROVAL OF 2014 AUDIT:

Ms. Bowers gave an overview of the 2014 Audit and highlighted a letter to the Board of Directors from the auditors indicating that they did not identify any deficiencies in internal control that they consider to be material weaknesses.

Ms. Bowers went over the most sensitive estimates affecting the financial statements, which indicated that the auditors felt management's estimate of the depreciable lives of property and equipment, the

value of donated services, and the functional allocation of expenses are reasonable in relation to the financial statements taken as a whole.

The auditors have made a comment and identified an observation regarding the depreciable assets intended to improve the internal control or result in operating efficiencies and provided solely as information to the Board of Directors. Currently, the ADRC has a depreciation practice of calculating a full year of depreciation in the year an asset is acquired, regardless of the date the asset is placed into service. However, the auditors are recommending that depreciation only be calculated from the date the asset is placed into service. Ms. Bowers replied to the comment and observation with a formal response indicating that the procedure for the calculation of depreciation has been amended to reflect asset depreciation calculated based on the number of months in service.

Ms. Bowers highlighted areas through the Financial Statements handout. The auditor's statement indicates that no deficiencies were found on internal controls that were considered to be material weaknesses. Additionally, no instances of noncompliance or other matters that are required to be reported were discovered.

The Board of Directors congratulated Ms. Bowers on a successful audit.

The form 990 is a summary comparing the revenue and expenses, compliance questions, and describes our major programs.

Ms. Bowers referred to the Audited Net Asset Report handout and indicated that this information is also included in the audited report from Schenck. The Net Asset Report and corresponding handout, presented at previous board meetings, outlines the categories the Net Assets have been classified and committed to by the ADRC Board.

Ms. Campbell asked if the Audited Net Asset Report has gone to the Human Services Committee, Ms. Christianson mentioned that work has been completed on the policy and she has been preparing for the meetings in October and November. The narrative on how our funds can be expended will be distributed to the Human Services Committee to show an overview of how our funds are used. Ms. Christianson met with Supervisor Robinson who had requested the policy at last year's budget meetings. He has reviewed the policy and Net Asset Report recently and approved of the documents.

The Board of Directors is required to receive a copy of the form 990. Ms. Bowers meets this requirement by e-mailing out the form. Since understanding the 990 is a major responsibility of the board, next year a webinar will be reviewed and the document will be brought up on the Aquos board during the May board meeting.

Mr. Epstein/Supervisor Campbell moved to approve the 2014 Audited Net Asset Report and form 990.
MOTION CARRIED.

RURAL SPECIALIZED TRANSPORTATION NEEDS STUDY:

Mr. Cole Runge, Brown County Planning Commission, referred to the Request to the Aging and Disability Resource Center of Brown County for Funding to Develop a Brown County Rural Specialized Transportation Needs Study in 2016 handout.

As chairperson of the Brown County Transportation Coordinating Committee, Mr. Runge has worked to look at transportation needs and gaps within Brown County. In 2007, the Brown County Planning Commission received a grant from ADRC to conduct a county wide study to identify ways to better coordinate services throughout the county and utilize our minimal transportation resources as efficiently as possible. The study was completed in 2007 and, as a part of that, identified several recommendations, one of which, was the creation of the Brown County Transportation Coordination Committee. This committee formed in 2008 and meets quarterly. The 2007 study and the annual transportation plan consistently identified a lack of transportation in rural Brown County. With the

transition from Red Cross to NEW Curative, there is an opportunity to potentially expand those services as required by the 85.21 contract. Knowing how to expand is the missing piece to the puzzle.

The study would be completed in 2016. The proposal request today is for \$25,000 which will provide 500 staff hours to complete the study. The ADRC administers the 85.21 program which has a trust plan that can support vehicle emergencies, planning, projects, and other needs.

During discussion, Supervisor Campbell talked about the recent storm in Ashwaubenon and how the community has a lack of knowledge of who the most vulnerable populations are and where they live. Through this study, she is hoping to develop a greater community response that includes a comprehensive list of individuals who might be using services and may need support. Supervisor Campbell questioned whether those using transportation might be a good place to start.

Discussion ensued about the complexities of transportation in the urban and rural areas. Board members shared concerns that this evaluation would not duplicate other evaluations and that it reach all people who might need transportation. Board members gave suggestions of organizations to work with who may be interested in representing on the Committee. Mr. Rucker expressed concerns that needs might be identified but there would be no resources to create and support new services.

The conversation returned to the proposal presented to the Board by Mr. Runge that will provide a detailed evaluation of the gaps and transportation needs of the elderly, blind, and disabled in rural Brown County. The Board questioned Mr. Runge on the definition of rural and wanted to ensure that those not eligible for those services are reached. The Board also expressed a desire that the municipalities and villages in our rural communities are engaged in this study. Mr. Runge stated, if approved, he would begin the process by creating an advisory committee that would advise the Planning Department on reaching individuals for the study.

When NEW Curative was awarded the 85.21 transportation contract they were challenged to increase 1% of rides to rural communities each year of the contract. At the time of the award, Red Cross was providing 3% of their rides to the rural communities.

Ms. Robinson requested a presentation on the county's emergency preparedness plan in the future.

Ms. Maczka/Supervisor Campbell moved to approve using \$25,000 from the 85.21 trust for the Rural Specialized Transportation Needs Study. **MOTION CARRIED with Mr. Rucker voting nay.**

PREVENTION REPORT:

Ms. Michaels referred to the Prevention Update handout and summarized what has occurred over the past year and what plans are expected in the upcoming year. This year, 20 evidence based prevention workshops will be held along with other prevention initiatives. This is the first year the prevention program is expected to reach over 1000 consumers.

Prevention currently utilizes volunteers to create and execute prevention programs through class facilitation, in-home screenings, copywriting, strategy, and scheduling. Students are also utilized when possible. In the upcoming year, several students will be working on a variety of topics including: balance screens, brain health, sleep, and injury prevention. All four hospitals in Green Bay partner and support the prevention programs.

In 2016, prevention and AddLife activities will be planned around the Dimensions of Wellness to provide a balanced approach to consumers. Programs will be evaluated to find out what is effective and what is not cost effective or meeting a need. This will provide opportunities for other topics/educational events to be planned.

Ms. Christianson commended Ms. Michaels on the work she has done and mentioned that she is leading the state in prevention activities, the volume of classes, and the quality of programs. Ms.

Michaels presented to the Board in 2014 where offering early memory identification and brain health and wellness was recommended. This has brought about new research and programs this year. Ms. Finder-Stone pointed out that one area not covered in our prevention programs would be environmental health. Ms. Michaels noted that the dimensions of wellness were covered at the Healthy Aging Summit, one of them being the environment, in future planning this will provide us with a more comprehensive and well-rounded approach. Ms. Finder-Stone offered to help with this initiative.

The ADRC will have the Wisconsin Medical College, newly established at St. Norberts College, at the ADRC for a presentation of our services and needs of the persons we serve. This is a wonderful opportunity to connect with the college and new physicians. The ADRC is hoping to get on a regular rotation with the new medical college to train physicians who are doing their residency.

Mr. Epstein mentioned that he was able to attend the Healthy Aging Summit where he learned more about prevention and thanked the ADRC for providing transportation reimbursement and WIHA for the registration scholarship.

DIRECTORS REPORT:

A. GRANT APPLICATION – MODERNIZATION NUTRITION GRANT:

The nutrition modernization grant application has been submitted which would provide work experience in a Café model for adults with disabilities within our renovated site. The ADRC is one of thirty applicants and will be notified in September if awarded the \$20,000 grant.

Ms. Finder-Stone/Mr. Epstein moved to approve the Grant Application – Modernization Nutrition Grant. **MOTION CARRIED**

B. THREE YEAR AGING PLAN – APPROVAL OF DRAFT:

Ms. Christianson referred to the ADRC of Brown County, County Plan on Aging 2016 – 2018 handout which identifies demographics, needs, and SMART goals in the areas of engagement of older adults, elder nutrition, support to caregivers, service for people with dementia, healthy aging, along with local priorities and goals with the tribe. More time will be spent over the year at future Board Meetings on the goals and how the agency is doing.

This draft plan will be brought to GWAAR for review and feedback and any necessary changes will be made. A public hearing on the draft final plan will be held on Monday, September 14 at the ADRC from 1 – 2 p.m. The County Board Chair will need to provide a signature before submission.

Supervisor Campbell/Ms. Finder-Stone moved to approve the draft three year aging plan. **MOTION CARRIED**

C. COUNTY EXECUTIVE BUDGET MEETING:

Ms. Christianson, Mr. Rucker, and team met with County Executive Streckenbach to discuss the 2016 budget. Mr. Rucker reported that the meeting was positive and was encouraged by the support provided by County Executive Streckenbach and his openness for the ADRC to present needs outside of the budget. Ms. Christianson presented to the Human Services Committee on Wednesday, August 26 as requested. The top three unfunded or underfunded projects not included in our current budget were presented. Ms. Christianson provided a handout referring to these items.

- Current Dementia Care Specialist – sustainable funding
- Unfunded Meals for Consumers Under Age 60
- Grounded Coffee House – Hospitality Supervisor

D. ADRC BOARD MEMBER CONTACTS:

Ms. Christianson asked the Board how they would like their information presented to the public when requested. Their information is available to the public but want to respect their privacy as much as possible. The Board was most comfortable sharing their name, term limits, and e-mail address. The ADRC will prepare one document available to the public and one for internal use.

E. POLICY AND PROCEDURE ON BACKGROUNDS:

Ms. Giesen presented two new required policies, Background Check, Driver's License, Insurance Verification Policy and Debarment Monitoring Policy and explained these reflect our current practice. We were required by our contracts with the MCO's for the meal service to have them in policy form. Ms. Giesen explained the definition of debarment and briefly described the process for background checks for volunteers. Board members had concerns about the difference between a CCAP background check and a Caregiver Background check. Ms. Giesen explained the requirements for volunteers and that GWAAR, our regulatory agency, only requires a CCAP background check. The Board requested Ms. Giesen return next month with additional details about background check requirements so they can make a more informed decision. Concerns were shared that a CCAP background check was not sufficient.

Ms. Van Donsel /Mr. Epstein moved to approve the policy and procedure on Debarment Monitoring Policy. **MOTION CARRIED**

FAMILY CARE UPDATE: Ms. Christianson commented that the staff has done an amazing job and approximately 18 people are left to transition. In addition, each month consumers are changing MCO's, 20 people move off the waitlist, Nursing Home Relocation's occur, and a queue has now been started which consists of those people who couldn't be served during the transition period.

Ms. Christianson invited all Board members to the All-Agency Meeting taking place on Friday, October 16 at the ADRC from 1:00 – 4:30 p.m. Several staff participated in an options counseling project again this year that provided additional funding from the state. These resources will be used to bring in Paul Wesselmann, inspirational speaker, as a team building thank you to staff for all of the extra work they have put in during the Family Care transition. Paul will also be speaking at a caregiver event and for the Brown County Wellness Committee for Brown County staff during his time here as well. Ms. Christianson stated it would mean a lot to the staff if ADRC board members were able to attend the October 16th event as part of their team.

LEGISLATIVE UPDATES: None

ANNOUNCEMENTS: Mr. Epstein mentioned that Jeremy Slusarek spoke to the Men's Club regarding the fun activities that take place at the ADRC and AddLife Center. Mr. Epstein stated 130 people were in attendance and Jeremy did a great job.

Ms. Christianson passed out the Poverty in Brown County Progress Report 2015 booklet which is an update to previous reports. Ms. Christianson indicated that poverty continues to be on the rise. Due to the recession in 2008, government programs increased to provide relief to those in poverty resulting in a decrease in poverty in 2008. Since then, government programs have been slowly pulled back and poverty has increased and continues to be on the rise. Those who have a source of income, are often perceived as being outside of poverty; however the UW Madison Poverty institute released a study this year indicating that older adults and those with disabilities are at a higher rate of poverty since 2008 due to fewer resources and increased medical expenses.

The ADA Celebration on the City Deck was a great success. Ms. Christianson thanked everyone for attending and all of the speakers.

Ms. Robinson stated that 17 years ago they bought the Astor House Bed & Breakfast and moved to Green Bay.

Supervisor Campbell wanted the ADRC to be a primary agency to respond to emergencies and work with Brown County Emergency Management to provide this information to the community. Ms. Christianson mentioned that staff going on home visits bring along personal emergency plans and ask that they complete a plan that identifies who their neighbors are and who they would call in an emergency.

Mr. Epstein mentioned that the UW School of Medicine is working on Eldertree which is an online communication tool for those over 65 years of age. It provides messaging, social groups, keeps track of appointments, medications, and meal planning. Ms. Epstein is a community administrator and is hoping to start populating the website. Ms. Christianson offered to add Mr. Epstein to a future agenda so he can give a demo of Eldertree.

Ms. Christianson indicated that the ADRC provides funding for the staff person downstairs at the De Pere Community Center to provide the nutrition program and activities.

Ms. Christianson asked that if any Board members need help with transportation next month to let her know.

NEXT MEETING – The next meeting will be September 24th, 2015 at 8:30 a.m. at the Denmark Senior Center, 141 Highridge Ave, Denmark, Lower Level around back of the building.

ADJOURN:

Mr. Rucker/Supervisor Campbell moved to adjourn the meeting. **MOTION CARRIED.**
The meeting adjourned at 11:12 a.m.

Respectfully submitted,

Kinsey Black, Administrative Specialist



Bridging Communities. Connecting Generations.

PROCEEDINGS OF THE BROWN COUNTY NEVILLE PUBLIC MUSEUM GOVERNING BOARD

Pursuant to Section 19.84, Wis. Stats., a meeting of the **Brown County Neville Public Museum Governing Board** was held at 4:30 p.m. on Monday, September 14, 2015 at the Neville Public Museum, 210 Museum Place, Green Bay, Wisconsin

PRESENT: Kevin Kuehn, Bernie Erickson, Erik Hoyer, Kramer Rock and Diane Ford
ALSO PRESENT: Kevin Cullen, Lisa Zimmerman, Ryan Swadley, Rachel Patterson, Kasha Huntowski, and Beth Lemke

CALL MEETING TO ORDER

1. Chairman Kuehn called the meeting to order at 4:32PM.
2. APPROVE/MODIFY AGNEDA

Motion made by Erik Hoyer and seconded by Diane Ford to approve the agenda.

Vote taken. MOTION APPROVED UNANIMOUSLY.

3. Update on program evaluation process
Research Technician Ryan Swadley provided copies of public program evaluations and a chart of participant comments for the Building our Community and Spies lecture series. He has already used program suggestions to schedule 2016 public programs as well as redefine program series. In 2016 the Neville will debut 4 Hardcore History lectures and monthly Exhibits Exposed programs which will allow visitors to have more interaction with museum staff and artifacts related to the exhibits. Capturing on going evaluation is critical and part of the job responsibilities. Supervisor Hoyer recommended working in advance with WPR to have speakers traveling to Green Bay possibly provide interview segments on the Ideas network. Museum Director Lemke will be reaching out to WPR to follow up.

Discussion ensued; staff was commended on the process and encouraged to continue capturing data to share with the board, no action taken.

4. Update on social media plan
Neville Public Museum Foundation Communications Coordinator Rachel Patterson shared the most recent stats on the Neville Dinos Taking Over Social Media (1 month check-in).

The dinos are “finding their place” at the museum-as a response to visitor questions about whether or not a dinosaur exhibit coming. Staff also used them as a way to make teaching museum etiquette more fun.

Each dino has a personality that can be seen in their actions and is named after an individual who loved and made contributions to the City of Green Bay and the NPM--Arthur (Neville), Ella (Neville), Frank (Duchateau), and Sophie (Beaumont).

Social Media Reach

Staff are still trying to figure out which social media platform is best-we started with Twitter (we only have 22 followers but those do include UWGB, Green Bay CVB, City of Green Bay, Appleton Post Crescent, Oneida Library).

To date statistics show 5,923 impressions and 1,126 profile clicks and counting.

The blogs posted through the Museum's Facebook account reached 1,366 and 1,543 people respectively.



Discussion ensued; staff was commended on the process and encouraged to continue capturing data to share with the board, no action taken.

5. Update on temporary exhibit survey
Curator Lisa Zimmerman gave a PowerPoint presentation on the recent collection of a temporary exhibit survey that was shared with the email addresses in the Museum's Constant Contact account. Nearly 350 responses were collected and staff has begun analyzing the data collected by membership, age, gender and the written in comments to take action on future decisions of temporary exhibit subjects. Kramer Rock asked if this type of engagement would be on going. Museum Director Lemke stated yes this data collection is an ongoing effort of the department to make the best decisions for the future of the Museum exhibits, programs and fundraising. Supervisor Erickson shared comments on working with possible dealerships on a motorcycle exhibit tied to geography and anniversary events. Chair Kuehn provided information on social media content he received about a Super Harvest Moon Total Eclipse and related pubic programs as possible options for the upcoming Astronomy exhibit in summer of 2016. Discussion ensued; staff was commended on the process and encouraged to continue capturing data to share with the board, no action taken.
6. Museum Directors Report.
Museum Director Lemke announced that the Education Specialist was no longer employed with Brown County as 180 calendar days of Short Term Disability was reached by the employee.

As part of the 2016 budget process Museum Director Lemke shared that the Education and Recreation Committee would be taking up the Museum's budget on Thursday, October 8 2015 starting at 4pm at the Northern Building. At the Executive level an additional \$20,000.00 in levy has been added to the Museum's marketing line item. The money is to be only used to increase visitorship to the museum. Museum Director Lemke is to provide an accounting of those dollars and a measure to see how much money the \$20,000 investment generated. Museum Director Lemke provided the board an updated marketing/promotions budget with fixed expenses and variable expenses split out. Once the Museum's budget advances Museum Director Lemke will provide the board an updated marketing/promotions budget at the December meeting. Discussion ensued, no action taken.

2015 Governing Board Meeting Dates

Monday, November 9, 2015

Monday, December 14, 2015

7. Such other matters as authorized by law:
Next meeting of the Neville Public Museum Governing Board will be **Monday, October 12, 2015 at 4:30pm.**
8. Adjournment. Motion to adjourn made at 5:28PM by Kramer Rock and seconded by Diane Ford Vote taken.
MOTION APPROVED UNANIMOUSLY

**PROCEEDINGS OF THE BROWN COUNTY
VETERANS' RECOGNITION SUBCOMMITTEE**

Pursuant to Section 19.84, Wis. Stats., a regular meeting of the **Brown County Veterans' Recognition Subcommittee** was held on Tuesday, September 15, 2015 at 5:00 p.m., in Room 201 of the Northern Building, 305 E. Walnut Street, Green Bay, Wisconsin.

PRESENT: Chair Erickson, Ed Koslowski, Duane Pierce, Rosemary Desisles, Jim Haskins, Joe Witkowski, Carl Soderberg

EXCUSED: Delores Pierce, Jerry Polus, Tracy Rosinski

****Running Total of Veterans' Certificates: 1688**

1. **Call Meeting to Order.**

The meeting was called to order by Chair Bernie Erickson at 5:00 pm.

2. **Invocation.**

3. **Approve/Modify Agenda.**

The agenda was modified to eliminate Items 5 & 8 and to move Item 11 to follow Item 4.

Motion made by Joe Witkowski, seconded by Rosemary Desisles to approve as modified. Vote taken. MOTION CARRIED UNANIMOUSLY

4. **Approve/Modify Minutes of August 18, 2015.**

Motion made by Joe Witkowski, seconded by Jim Haskins to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

5. **Discussion re: Honor Rewards Program.**

This item was eliminated from the agenda; see Item 3 above.

6. **Recap discussion regarding Veterans Appreciation Day at the Brown County Fair.**

Jim Haskins stated that he attended the last Fair Board meeting and brought up that the time of the event was incorrect in the brochure, but this was emphatically denied by the Fair Board. Haskins advised the Fair Board that this mistake had also been made in the past and this caused some issues with some of the attendees. Erickson stated that this Subcommittee needs to be careful with what is said to the Fair Board as the Fair Board has been very good to the group in the past by donating the space, tables, chairs, etc. and he would like to keep this relationship. Erickson explained that the Fair Board runs the Fair; Brown County only provides the facilities and gives \$25,000 for operating expenses, but other than that, the Fair Board does it all on their own. Erickson suggested that next year's hours be identical to this year's hours and should be given to Louise Dahlke as early as possible. Koslowski stated that he had spoken with Dahlke on this subject and was advised that the brochures go to print in March.

Motion made by Ed Koslowski, seconded by Jim Haskins to keep the times for next year's event the same as this year (Meet and Greet activities from 12:00 pm – 5:00 pm and ceremony at 5:00 pm). Vote taken. MOTION CARRIED UNANIMOUSLY

Erickson stated that the agenda should be forwarded to Louise Dahlke prior to the first of the year to alleviate any confusion for next year's event. Erickson continued that he and Jerry

Polus had some discussion of what group to honor next year and this will be discussed further at the coming meetings.

Haskins was happy to see that the women veterans' picture was in the paper. Erickson noted that there was a fair amount of news media at the event. Desisles stated that next year she would like to have her table next to the table from the Veterans Office because she felt that she would get more people to sign up for certificates in that location.

Koslowski suggested that Haskins speak with the Fair's PR person to include the veterans' event when they do their advertising. Erickson stated he was a little disappointed that some of the media he contacted did not get back to him to do pre-event interviews to allow Erickson to promote the event ahead of time.

Witkowski stated that he enjoyed the music a great deal and Erickson agreed that the band is very good and entertaining. He would not have a problem having the same band back again because they seem to be popular. The band will be discussed in greater detail at a future meeting when Polus will be available to give his input.

7. Discussion re: Veterans Day donation list.

Rosemary Desisles provided lists to members so they can make calls to find out what offers will be made to veterans so the list can be published in the newspaper. Koslowski stated that this needs to be a joint effort with the VFW and Desisles should work with the VFW on this. Desisles stated the lists should be called as soon as possible so the results can be brought back to the next meeting. She continued that the Press Gazette needs to have the list by November 4 and the other newspapers need to have the list by the last week in October. Koslowski stated that last year the VFW called up the newspapers to advertise the event and were told by the newspapers that the event was already being advertised by Brown County and the VFW was not able to give any input into what was advertised. Desisles stated that if anyone has any problems with their contacts they should let her know as soon as possible. She provided her phone number and will also send her e-mail address to the Subcommittee members. It was also noted that on September 1 about 29 letters were sent out by County Board staff to the businesses that need a 60 day notice. To date Desisles has only received one response to those letters. She is hopeful that all the businesses that donate gift cards will mail them to her. Erickson noted that he may be able to help pick up gift cards if necessary.

Desisles also asked about the thank you certificates to give to businesses who donate and Koslowski stated it was a generic form that Jerry Polus's office has. If there are any new businesses solicited, a certificate can be made.

Witkowski stated that he was previously president of the 20 Year Military Club in Marinette. He shared his thoughts regarding the Subcommittee's participation in the November 11 activities at the VFW. He noted that if he was a VFW member or the president he would not allow this Subcommittee to be there. He stated that years of being okay should not be considered an open invitation. Veterans do not come to the November 11 breakfast to get a free prize; they come for an old fashioned mess hall breakfast and togetherness which gives them a feeling of strength. Many veterans come early for breakfast and do not wait around for the radio show and prizes. The VFW sells their paddles as a fundraiser starting early and this is their day to have a big breakfast and sell paddles to make it more enjoyable. Witkowski continued that if the Subcommittee continues to participate, we should have the prize drawings early, beginning at 8:30 am and continuing every half hour until the prizes are gone. He felt it would save a lot of congestion and confusion. He did not believe the Subcommittee should have a 15' by 15' space when the VFW needs the space for their programs. Witkowski concluded that if he was part of the VFW, he would think it is their day and not this Subcommittee's day. He thought perhaps this Subcommittee could do a different event at a different time of the year as he did not feel this Subcommittee should be interrupting the VFW's activities.

Koslowski recalled that this was discussed a little bit last year and the Subcommittee talked about eliminating the VFW event and expanding the Fair event with some of the larger prizes. Erickson stated that the Veterans Appreciation Day at the Fair went very well and the number of prizes was good.

8. **Report from CVSO Jerry Polus.**

This item was eliminated from the agenda; see Item 3 above.

9. **Comments from Carl Soderberg.**

Soderberg reported that the Oconto Fly-In will be held on September 19, 2015 from 9:00 am. – 5:00 pm and will featuring the EAA warbird “Badger Squadron Six”. The event will also include a car and tractor show, vendors, crafters, artisans, food and an opening ceremony honoring Veterans. Admission is \$5.00.

Soderburg continued that at 11:00 am on September 26, 2015 Marion will be dedicating their Veterans Memorial. He noted that northern Waupaca County veteran activities have been poorly attended in the past but they have made a big membership swing and are now filling up.

Soderberg concluded by reporting that the traveling Vietnam Wall will be in Edgar, Wisconsin from September 23 – 27. Information on this was distributed to the group and a copy of the same is attached. He noted that the key note speaker at the closing ceremony is Amber Nikolai and she is very enjoyable to listen to.

10. **Report from Committee Members Present (Erickson, Desisles, Haskins, Geiser, Koslowski, Maino, Pierce, Rosinski & Witkowski).**

-Erickson thanked the Subcommittee for their efforts on the Fair event.

-Desisles did not have anything to add other than what she brought forward above.

-Haskins shared an article on mementos left at the Vietnam Wall. One of the most well-known objects is a custom made motorcycle left on Memorial Day, 1995 by a Vietnam veteran from Wisconsin. The cycle was created to remember 37 soldiers from Wisconsin who were POWs or MIA. Haskins also read a short article about John Kerry who was to receive the Congressional Medal of Honor but did not because of post war comments.

-Koslowski reported that he has been working with Bill Kerker of the VA in Milwaukee on a Facebook group, Green Bay West High Veterans. This is a social, non-fundraising, non-donation group and he wanted then Subcommittee to be aware of the purpose of the group.

-Pierce reported that on September 17, 2015 at 4:30 pm there will be an Agent Orange seminar put on by the Vietnam Vets of America at the Yacht Club. On September 18 at 7:00 pm at the POW flagpole at the Courthouse (Jefferson Street side) the Vietnam Vets will hold a candlelight POW ceremony. Pierce also noted that the Amvets post is doing a white clover sale at the Packer game on Sunday. He also mentioned that September 27 is Gold Star Mother's Day. This is a day for people to recognize and honor those who have lost a son or daughter while serving in the United States Armed Forces. Pierce continued that Rolling Thunder will be holding a flag burning ceremony at the Little River Inn in Lena and he noted that October 17 marks the beginning of his 12th year with Rolling Thunder. Pierce concluded that he was part of the 911 ceremony where Debra Grassman spoke. Her organization presents an award every year. For the first time this year, the award was given to two people, and Tracy Rosinski was one of the recipients.

-Witkowski shared a picture from the newspaper with the Subcommittee.

11. **Such Other Matters as Authorized by Law.**

Although shown in the proper format here, this item was taken following Item 4.

Erickson stated that currently the meetings are held on the third Tuesday of every month at 5:00 pm. Beginning with the October meeting, the start time of the meeting will be at 4:30 pm. Erickson said that we will try this through the end of the year and if it is not working out the Subcommittee can revisit this.

12. **Adjourn.**

**Motion made by Jim Haskins, seconded by Rosemary Desisles to adjourn at 5:37 pm.
Vote taken. MOTION CARRIED UNANIMOUSLY**

Respectfully submitted,

Alicia Loehlein
Recording Secretary

Therese Giannunzio
Transcriptionist

Traveling Vietnam Wall
Edgar celebrates our veterans

As a tribute to all veterans, the town of Edgar, Wisconsin, will host the Traveling Vietnam Wall this September. To honor the bravery and sacrifice that our men and women of the armed forces make every day to keep our country free, the Traveling Vietnam Wall will come from Washington, D.C. to be displayed at Edgar High School, 203 E. Birch Street, from **September 23rd through September 27th**.

Having the Traveling Vietnam Wall, which has traveled across the United States, in Edgar allows citizens, who may not have the opportunity to travel to the nation's capitol, to see a replica of this moving national monument and pay their respects to friends, loved ones, and the citizen soldiers who made the ultimate sacrifice. Hosting the Wall on school grounds will allow students a unique learning experience.

The agenda for the Traveling Vietnam Wall is:

Wednesday, September 23, 2015

Motorcade escort into Edgar at noon and setting up the wall (football practice field)
Taps and Candle Light Vigil starting at 6:00 PM hosted by St. John's Catholic Church of Edgar

Thursday, September 24, 2015

Opening ceremony from 9:30 AM -10:30 AM in the Edgar High School gym, with DVA Secretary John Scocos, as the keynote speaker.
The Traveling Vietnam Wall open to the public starting at 8:00 AM
Taps and Candle Light Vigil at 6:00 PM (TBA)

Friday, September 25, 2015

The Traveling Vietnam Wall open to the public starting at 8:00 AM
Taps and Candle Light Vigil at 6:00 PM (TBA)

Saturday, September 26, 2015

The Traveling Vietnam Wall open to the public starting at 8:00 AM
Edgar Choir will perform starting at 6pm, up to the fireworks!
Taps and Fireworks beginning at dusk. Fireworks provided by Fireworks Country of Wittenberg

Sunday, September 27, 2015

Open to the public starting at 8:00 AM
Closing ceremony at 2:30 PM in the Edgar High School gymnasium featuring Amber Nikolai, Public Relations Director, WI Veterans Home at King as the keynote speaker.

For more information contact Colin Hanson at 715-560-8933 or noshansniloc@hotmail.com.